

J O B O P P O R T U N I T Y
California Department of Veterans Affairs
"Veterans First"

Veterans Home of California, Yountville

AN EQUAL OPPORTUNITY EMPLOYER – EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THIS STATE. THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

CLASSIFICATION: Stock Clerk (1509)
Full – Time, Permanent
\$2261.00 - \$2749.00

LOCATION: Property

FINAL FILE: October 15, 2004

DUTIES & RESPONSIBILITIES:

Under Supervision of the Property Controller, employee will be transporting and storing property belonging to the State and residents of the Veterans Home. Duties include the ability to lift up to 50lbs on a regular basis and 100lbs on an occasional basis.

- ✓ Transport member property, equipment or other State owned property to various locations throughout the Veterans Home grounds and Surplus Property in Sacramento utilizing various vehicles including forklifts, cars and trucks. Load and unload property.
- ✓ Store property in designated areas.
- ✓ Box and inventory member belongings for storage.
- ✓ Maintain inventory records.
- ✓ Keep storage area clean and orderly.
- ✓ Other duties as related.

DESIRABLE QUALIFICATIONS:

Valid Driver's License.

WHO MAY APPLY:

Applications will be accepted from individuals with permanent State Service in the class of Stock Clerk, or working in a class eligible for lateral transfer, reinstatement or list eligibility to this class. Priority consideration will be given to candidates on the SROA list. Applications will be subject to screening and only the most qualified will be interviewed.

HOW TO APPLY:

Candidates should submit a State Application (Std. 678) and resume to:

VETERANS HOME OF CA – YOUNTVILLE
HUMAN RESOURCES – TESTING UNIT
110 CALIFORNIA DRIVE
YOUNTVILLE, CA 94599-1414

INQUIRIES:
VOICE: (707) 944-4550
TDD: (707) 944-4560
www.cdva.ca.gov

Release Date: September 30, 2004